



MINUTES
ROUNDTABLE CITY COUNCIL MEETING
WEDNESDAY, NOVEMBER 28, 2018 AT 9:00 A.M.
CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice, a Roundtable City Council Meeting of the City Council of the City of Neptune Beach was held on Wednesday, November 28, 2018, at 9:00 a.m., in the City Hall Council Chambers, 116 First Street, Neptune Beach, Florida.

Attendance

IN ATTENDANCE:

Mayor Elaine Brown
 Vice Mayor Scott Wiley
 Councilor Richard Arthur
 Councilor Rory Diamond
 Councilor Fred Jones

STAFF:

City Manager Andrew Hyatt
 Deputy City Manager Amanda Askew
 City Attorney Patrick Krechowski
 Police Chief Richard Pike
 Public Works Director Leon Smith
 Deputy Public Works Director Megan George
 City Clerk Catherine Ponson

Call to Order

Mayor Brown called the roundtable meeting to order at 9:00 a.m.

OLD BUSINESS

**Potential Relocation
 of City Hall and/or
 Public Safety
 Building**

Mayor Brown explained that the City had been considering relocating City Hall and the Public Safety Building. One of the potential sites is the unused corner of Jarboe Park where the Green Market is held. This would be a complex to include the Senior Center. She also stated that this would not reduce the park space as there have been more features added. She added that several people have come forward with ideas regarding how they would develop the current location.

City Attorney Patrick Krechowski commented that some of the people who have met with the City have questioned the seriousness of the City regarding this issue and the timeline.

Mayor Brown stated that the intent is the highest best use of property and with the congestion in the area, the thought is to discuss it and consider taking positive action.

Councilor Arthur remarked that he supported the current location where it is. He added that urban design plans place city halls at the center of the City and he does not think a parking issue should be reason to relocate. He commented that there were locations that would motivate him to consider relocation.

Councilor Arthur continued that he had concerns with park space requirements. He also stated that he would not consider any of the offers so far as real and suggested utilizing a commercial broker to list the property.

Vice Mayor Wiley stated that he supports where City Hall is currently located. He added that he likes that City Hall and Public Safety are in two separate buildings. He continued that what

would potentially replace the property would add to the existing parking problem. He expressed that this is not high on his priority list of what the City needs to be focused on.

Councilor Diamond remarked that the City is getting an actuarial analysis which would determine if we can afford the City services at the current level. He stated he does not want to raise taxes on the citizens. If this is one way to generate revenue and maintain the current level of service, then he added it is worth looking at. He expressed that the issue is can Neptune Beach maintain itself as a city.

Vice Mayor Wiley commented that the City owns the buildings where they are currently located. He added that moving and relocating would add more to the expense of running the City.

Councilor Jones stated he supports the value of preserving space in the Central Business District (CBD). He further stated that there should be balance and relocating Public Safety, some public works and the Senior Center could be an option. He added that where City Hall is currently located is important to the fabric of the CBD and Town Center.

Councilor-Elect Josh Messinger commented that it is important to know what the market would bear for the property. He stated that the appraisals may not reflect the value of such a unique space. He agreed with Councilor Jones on where City Hall is currently located. He added that he would support the relocation of Public Safety to offer better services and reprogram the park space to integrate that service.

Police Chief Richard Pike stated that the current location of Public Safety for special events is convenient. He remarked that over time there will be more special events added.

Mayor Brown summarized that more information is needed and to get serious about this issue. She stated she supports more green space in the CBD. She directed City staff to get more information and bring numbers on the sale of the property back to Council in order to make a decision on moving forward.

NEW BUSINESS

Comp Plan and Codes Update

Deputy City Manager Amanda Askew explained that a TAP(Technical Assistance Panel) study had been conducted and Council has stated that they would like to explore moving toward a form-based code. Before that happens, the Comprehensive Plan needs updating. The estimated cost, based on sister cities costs and other services provided, would be around \$120,000 for the Comp Plan update and the Land Development Code update would cost around \$60,000.

Deputy City Manager Askew continued that the Comp Plan update would take no less than a year. The project is not included in the current budget, however, the Code updates could be started at the same time. The update could be started at the end of the current budget year and continue to the next year with funds added.

Councilor Jones stated that it is a vital imperative that the Council address this issue. He added the Comp Plan and Code update should be done concurrently. He suggested reaching out to the Northeast Florida Regional Council for assistance with the Comp Plan update and possibly reduce that cost. He also suggested retaining a consultant for the Code update to ensure clarity for the future.

Councilor Diamond commented he had concerns with the costs. He commented that an overlay district could be implemented for east of Third Street and relieve some of the stress from nonconforming structures without a professional consultant.

Vice Mayor Wiley questioned the time frame for the Comp Plan as it is required to be updated and how much of the Comp Plan includes the changes discussed.

Deputy City Manager Askew explained that the Comp Plan is the overall guiding principle for the City. The Land Development Code contains the details from the Comp Plan. Some of the Code changes discussed would be in direct conflict with the Comp Plan. The Comp Plan would need updating or look at alternative plans for the Code.

Vice Mayor Wiley continued that the City should start with the Comp Plan and see what needs to be changed.

Councilor Arthur stated that if the Comp Plan is updated in-house, there would be staff time spent in the future on issues that were not addressed during the process.

Councilor-Elect Messinger stated that the public is concerned with the Comp Plan and Codes. He added there is value in bringing in professionals for this project. He suggested getting public input. He also stated his support for breaking the cost down over two years.

Councilor Jones stated the update of the Comp Plan is long overdue and if the City is going to outsource something, this should be at the top of the list.

Mayor Brown stated that the City should get a professional bid through an RFP process and begin implementing some of the immediate components that are necessary.

City Attorney Krechowski suggested reviewing what the Regional Planning Council can do and develop a skeleton plan identifying what the City needs to do. He added that the Comp Plan needs a significant update and professional help would be necessary.

Public Works Projects

City Manager Hyatt stated that is \$12 million worth of projects that need to be completed over the next five to seven years. He reviewed priority projects including water and sewer, stormwater and parks. He added that the public work projects are necessary.

Discussion ensued regarding the prioritization of the projects and how to get them completed.

Mayor Brown stated that the City has an infrastructure that needs constant maintenance. She added that sea level rising should be a priority in all coastal areas.

Public Safety Projects

Police Chief Pike reviewed Public Safety Department projects that are anticipated including County Wide Computer Aided Dispatch (CAD) upgrades, the Ocean Rescue Building rehab and repairs to the current building.

Senior Center

Deputy City Manager Askew stated that approximately 13% of the users of the Senior Center are from Neptune Beach. The current temporary location has a 90-day clause and the lease is up in April, 2019.

Mayor Brown commended Director Leslie Lyne for her efforts in keeping the Senior Center up and running.

City Manager Hyatt stated that the City contributes \$20,000 to the Senior Center.

Vice Mayor Wiley commented he supports the Senior Center and the Council needs to focus on where to locate the Senior Center as there are limited spaces.

Councilor Arthur stated that utilizing the land the former building was on should be considered as an option. He added that there should be a plan and reach out to the other municipalities and Duval County for funding.

Mayor Brown remarked that funding has been sought from other municipalities and the CDBG funding has been the staple for the center. She added that more discussion needs to be held with Atlantic Beach based on the facts and figures.

Councilor Jones commented that the users of the center should pay their fair share and it is a serious conversation that is needed.

Mayor Brown recommended getting the facts and figures of the center and focusing on that as part of committees.

Parks

Mayor Brown suggested posting the rental policy and meeting schedule at the Neptune House.

City Manager Hyatt stated that the Neptune House would be available for rental starting December 3, 2018, by accepting reservations for events.

Councilor Jones suggested utilizing social media to update citizens on city events, including meetings and workshops.

Mayor Brown agreed that community outreach is important.

City Manager Hyatt stated that a quote had been received for the engineering from Parsons Engineering after Phase I of Jarboe Park for approximately \$300,000. An estimate for the entire park is \$1,000,000 per acre, however an RFP would need to be issued. The Phase I engineering, which is expected January 3, 2019, includes the sports courts and the parking on 5th Street.

Councilor-Elect Josh Messinger questioned the work currently being done.

City Manager Hyatt explained the work is being done on a staff level for temporary parking for the Christmas in the Park event and the work is based on the approved conceptual plan. Some of the parking will remain.

Discussion ensued regarding the approved conceptual plan and the progress of the entire park plan.

Pay for Parking

Councilor Arthur stated that the pay for parking program needs to be up and running. He added that the system is becoming more fractured as more valet parking is being added. He suggested a manager be hired soon to begin implementation.

City Manager Hyatt advised a candidate has been identified and is being interviewed.

Mayor Brown concluded the meeting by stating that the Senior Center and Jarboe Park need more information. She added that the drainage projects are a budget issue and a priority system should be in place.

Adjournment

There being no further business, the roundtable meeting adjourned at 10:56 a.m.

ATTEST:


Catherine Ponson, City Clerk

Approved: 11/2/18

